



**CONTRACTS AND CONCESSIONS COMMITTEE
of the PARKS AND RECREATION BOARD**

Tuesday, January 8, 2019 - 12:00 p.m.

Britton, Durst, Howard and Spence Building
1183 Chestnut Ave.,
Austin, Texas

MINUTES

A. CALL TO ORDER

Chair Lewis called the meeting to order at 12:04 p.m.

Committee Members in Attendance:

Dawn Lewis—Chair; Romteen Farasat; Francoise Luca
Jane Rivera—ex officio

Committee Members Absent:

Richard DePalma; Michael Casias;

B. APPROVAL OF MINUTES

- 1. Approve the minutes of the regular meeting of the Contracts and Concessions Committee of November 13, 2018.**

Committee Member Farasat made a motion to approve the minutes of Contracts and Concessions Committee regular meeting of November 13, 2018. Committee Member Luca seconded the motion. The motion carried on a vote of 3-0 with Committee Member DePalma and Casias absent.

C. CITIZEN COMMUNICATION

None.

D. NEW BUSINESS: DISCUSSION AND POSSIBLE ACTION ITEMS

- 2. Make a recommendation to the Parks and Recreation Board to recommend to City Council the award, negotiation, and execution of a contract with the selected offeror, Gustafson Guthrie Nichol LTD (GGN), to RFP 8600 GLB3000 to complete the John Trevino Jr. Metro Park Master Planning, for a total contract amount not to exceed \$430,150**

Charles Mabry, Park Development Coordinator, Parks and Recreation Department, delivered a presentation and answered Committee Members' questions.

Committee Member Farasat moved to not take a vote on approval of this item, to ask staff to add information to the presentation as it becomes available, and to move the item to full Board for review. Committee Member Luca seconded the motion. Motion carried on a vote of 3-0 with Committee Member DePalma and Casias absent.

3. Discussion and possible action regarding the Internal Annual Review of the Contracts and Concessions Committee

Dawn Lewis, Committee Chair, presented her draft Internal Annual Review of the Contracts and Concessions Committee. Discussion was held regarding future items and proposals for moving forward.

CONTRACT REPORT

Contract Management staff delivered their Contract Report and answered Committee Members' questions.

E. FUTURE ITEMS

Committee Member Rivera requested discussion of Board Member Casias' recommendations for Committee.

F. ADJOURNMENT

Chair Lewis adjourned the meeting at 1:07 p.m.